

Written Document Analysis Worksheet

1.	<p>TYPE OF DOCUMENT (Check one):</p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="radio"/> Newspaper</div> <div style="width: 33%;"><input type="radio"/> Map</div> <div style="width: 33%;"><input type="radio"/> Advertisement</div> <div style="width: 33%;"><input type="radio"/> Letter</div> <div style="width: 33%;"><input type="radio"/> Telegram</div> <div style="width: 33%;"><input type="radio"/> Congressional Record</div> <div style="width: 33%;"><input type="radio"/> Patent</div> <div style="width: 33%;"><input type="radio"/> Press Release</div> <div style="width: 33%;"><input type="radio"/> Census Report</div> <div style="width: 33%;"><input type="radio"/> Memorandum</div> <div style="width: 33%;"><input type="radio"/> Report</div> <div style="width: 33%;"><input type="radio"/> Other</div> </div>
2.	<p>UNIQUE PHYSICAL CHARACTERISTICS OF THE DOCUMENT (Check one or more):</p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"><input type="checkbox"/> Interesting Letterhead</div> <div style="width: 50%;"><input type="checkbox"/> Notations</div> <div style="width: 50%;"><input type="checkbox"/> Handwritten</div> <div style="width: 50%;"><input type="checkbox"/> "RECEIVED" stamp</div> <div style="width: 50%;"><input type="checkbox"/> Typed</div> <div style="width: 50%;"><input type="checkbox"/> Other</div> <div style="width: 50%;"><input type="checkbox"/> Seals</div> </div>
3.	DATE(S) OF DOCUMENT:
4.	<p>AUTHOR (OR CREATOR) OF THE DOCUMENT:</p> <p>POSITION (TITLE):</p>
5.	FOR WHAT AUDIENCE WAS THE DOCUMENT WRITTEN?
6.	<p>DOCUMENT INFORMATION (There are many possible ways to answer A-E.)</p> <p>A. List three things the author said that you think are important:</p> <p>B. Why do you think this document was written?</p> <p>C. What evidence in the document helps you know why it was written? Quote from the document.</p> <p>D. List two things the document tells you about life in the United States at the time it was written.</p> <p>E. Write a question to the author that is left unanswered by the document:</p>